

LTBB ELECTION BOARD

MONDAY, FEBRUARY 23, 2009

MINUTES

CALL TO ORDER

Meeting was called to order by the Chairperson, Denise Petoskey at 6 p.m.

ROLL CALL

Denise Petoskey, Chairperson	Present
Eleanor Barber, ice-Chairperson	Present
Carol Quinones, Secretary/Treasurer	Present
Alice Hughes, Board Member	Present
Martin VanDeCar, Board Member	Present

APPROVAL OF THE AGENDA

Motion made by Eleanor, supported by Martin to approve the agenda as written and presented. Motion read back by the Secretary. 5 yeas Motion carried.

APPROVAL OF THE MINUTES

Motion made by Martin, supported by Alice to approve the minutes of January 23, 2009 as written and presented. Motion read back by the Secretary. 5 yeas Motion carried.

OFFICERS' REPORTS

Chairperson, Denise Petoskey reported on the background checks. Additional information was needed in order to run the checks. She provided the information that was needed. She gave the copies of the information to Carol. She presented the travel requisition requests to Lansing for the Candidates Forum for signatures. She presented the flyer for the forums. She asked for a motion to send the flyer to Northern Copy Express for printing.

Motion made by Alice, supported by Carol to send the flyer for the forums to Northern Copy Express for printing on green paper. Motion read back by the Secretary. 5 yeas Motion carried.

Motion made by Alice, supported by Martin to accept the verbal and written report of the Chairperson. Motion read back by the Secretary. 4 yeas 1 abstained (Denise) Motion carried.

Vice-Chairperson, Eleanor Barber reported that she picked up the mail from the Post Office and the Government Complex, it contained 5 undeliverable pieces, 3 voter registration forms and 3 voter registration forms that needed additional information. She gave the ones that needed additional information to Carol.

Motion made by Carol, supported by Denise to accept the verbal and written report of the Vice-Chairperson. Motion read back by the Secretary. 4 yeas 1 abstained (Eleanor) Motion carried.

Secretary/Treasurer, Carol Quinones reported that she sent out the letters of approval and denial to the Candidates. She prepared the list of Candidates with their pictures and statements for Automated Election Services and sent it to them over night. She presented the copies from the Post Office for submission to accounting. The total cost of the postage was \$497.20. She prepared the information for this meeting.

Motion made by Martin, supported by Eleanor to accept the verbal and written report of the Secretary/Treasurer. Motion read back by the Secretary. 4 yeas 1 abstained (Carol) Motion carried.

OLD BUSINESS

- 1. Registered Voter Up-date 1,361 as of 02-09-2009**
- 2. Election Services Contract -- Motion made by Eleanor, supported by Alice to approve the contract with Ink Impressions Automated Election Services not to exceed \$30,000. Motion read back by the Secretary. 5 yeas Motion carried.**
- 3. Election Up-date – Carol spoke with Tim Kloeppel about some questions he had on the statement of one of the candidates. They were able to take care of the matter over the phone. The Candidates' Statements will be completed and mailed on the 27th of February as scheduled.**
- 4. Meeting Venue for Candidates' Forum in Lansing – Confirmation for the forum has been completed. The forum will be at:
Lansing West Hotel and Conference Center
7501 W. Saginaw HWY.
Lansing, MI 48917
Phone: 517- 627- 3211**
- 5. Review of Format for Candidates' Forum – We reviewed the format from the 2007 Forums and we made some changes. Carol will bring back the revised edition to the next meeting.**

NEW BUSINESS

ANNOUNCE THE DATE OF THE NEXT MEETING/WORK SESSION

REGULAR MEETING – FRIDAY, MARCH 6, 2009 at 6 p.m.

ADJOURNMENT

**Motion made by Martin, supported by Denise to adjourn this meeting at 8 p.m. Motion read back by the Secretary. 5 yeas
Motion carried.**

Minutes approved as written and presented _____

Minutes approved as amended/ corrected _03-06-2009

Carol Quinones

Carol Quinones, Secretary/Treasurer